



**RMC**  
Rural Maryland Council

**Rural Maryland Council  
MAERDAF/RMPIF Grant  
Information Webinar**

**May 7, 2018**



**RMC**  
Rural Maryland Council

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**[rural.maryland.gov](http://rural.maryland.gov)**

# Who we are

- An independent state agency housed under the Maryland Department of Agriculture
- First established in 1993 by Governor's Executive Order. Formally established in Maryland Statute in 1995 (Economic Development Article, Sec. 13-401)
- Funded under the State's Operating Budget
- For Fiscal Year 2019:
  - Council (Operating) funded at \$513,917
  - MAERDAF funded at \$680,917
  - RMPIF components funded at \$ 1,027,833 million

# Maryland Agricultural Education and Rural Development Assistance Fund (MAERDAF)

- Created in 2000 to provide financial assistance to rural-serving nonprofit organizations that promote statewide and regional planning, economic and community development and agricultural and forestry education efforts.
- Between FY 2001 and FY 2017, MAERDAF awarded over \$3.8 million in grants to rural organizations leveraging this funding into a total of \$11 million. (1:4 ratio)
- For Fiscal Year 2018, the RMC received 119 applications requesting approximately \$1,642,296 in funding and dispersed a total of \$680,515.00 to 32 organizations.

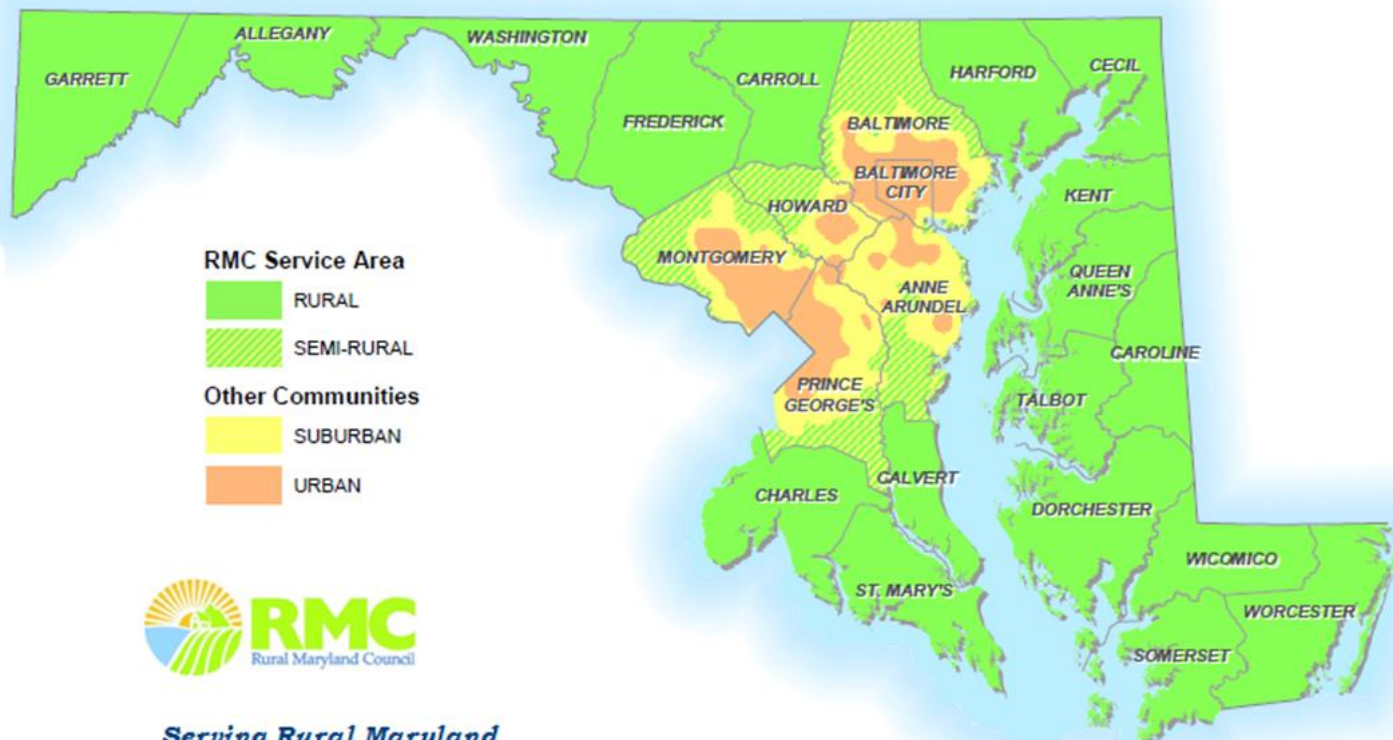
# Rural Maryland Prosperity Investment Fund (RMPIF)

- Authorized by the Maryland General Assembly in 2006.
- **Stronger rural communities**  
=  
**A stronger Maryland**
- Primary goal of RMPIF is to provide targeted investments to various regional, nonprofit and educational entities to bring Rural Maryland's standards of living up to statewide averages.



# RMPIF First Funded in FY 2017

- RMC received approximately \$2 million in FY 2017 for the first time for RMPIF
- In FY 2018, RMC received 53 applications for a total of \$4,152,568.00 requested. A total of 27 applications totaling \$1,571,999.00 were distributed to 27 organizations.
- Additional funding was distributed to the State's five regional councils (\$211,133 each)
- RMC will receive an additional \$2.5 million for RMPIF in FY 2019



# MAERDAF Guidelines

- **Eligible Applicants:** 501(c)3 Nonprofit Organizations, Regional Councils and Community Colleges
- **Purpose:** to increase the overall capacity of rural-serving nonprofit organizations and community colleges to meet a multitude of rural development challenges and to help them establish new public/private partnerships for leveraging non-state sources of funding
- **Where:** Serve 2 or more rural counties or statewide
- **When:** Projects must be completed between August 1, 2018 – June 30, 2019
- **Preference:** Projects that have an equal or greater match
- **Grant Amounts:** The maximum grant amount is \$40,000. Average award is around \$17,000



# Grant Decisions

- Grant award determinations for both programs are made by the independent MAERDAF Grant Review Board set by law and consisting of the Secretaries (or their designee) of:
  - Department of Agriculture
  - Department of Business and Economic Development (now Commerce)
  - Department of Health and Mental Hygiene
  - Department of Housing and Community Development
  - Department of Natural Resources
  - as well as the Chair (or the designee) of the Rural Maryland Council.
- Decisions by the MAERDAF Grant Review Board are final and binding

# Eligible Entities

- Applicants must be in “Good Standing” with the State of Maryland. Go to <http://sdat.resiusa.org/UCC-Charter/Pages/CharterSearch/default.aspx> to find if your organization is in good standing with the State of Maryland.
- We do not require a copy of the certificate; it is sufficient to provide a screen shot and attach it with your application AS LONG AS IT SHOWS WHETHER THE ENTITY IS CURRENTLY IN GOOD STANDING.
- An explanation for an entity not in good standing must be included with the application otherwise, the application will be rejected.
- Include a recent Form 990 (where applicable)

# Eligible Expenditures

- Salaries and Wages are allowable expenses. It is strongly encouraged to include a statement on sustainability for future years.
- Construction and renovation of buildings are eligible expenses. Acquisition of land is not.
- The purchase or rental of vehicles are eligible expenses.
- Meals are allowable if the costs are reasonable and a justification is provided that such activity maintains the continuity of the meeting and to do otherwise will impose arduous conditions on the meeting participants.

# Ineligible Expenditures

- Contributions, donations or subsequent subawards to third parties are ineligible expenses.
- Organized fundraising including financial campaigns, solicitation of gifts or bequests, or similar expenses incurred to raise capital or obtain contributions regardless of the purpose for which the funds will be used are ineligible.

# Changes and Unused Funds

- Only very minor changes in scope are allowed after a grant has been awarded. Some project timelines can also be modified.
- Unused grant funds must be returned to the Rural Maryland Council no later than July 13, 2019.

# Ranking Criteria

- Basic Criteria: Applicant meets all basic eligibility requirements – it serves a regional (multi-county) or statewide rural constituency (or is a community college) and holds an appropriate IRS tax designation.
- Applicant has clearly identified a well substantiated need and developed a Scope of Work that clearly describes specific project activities and how a MAERDAF grant will be used. Specific goals and measurable objectives were clearly stated and appear to be achievable.
- Its Mission Statement is included and lends itself to the activities and goals addressed in the proposal. Goals are specific, measurable, achievable, realistic, and time-bound.
- The organization has the experience, expertise and resources to deliver on this scope of work. Operational and line-item budgets were included and seem reasonable.

# Ranking Criteria (Continued)

- The applicant has equal matching funds from non-state sources. If there are no matching funds, applicant seems likely to leverage additional financial resources to match the grant. Priority is given to applicants with in-kind and funding matches.
- Other organizations, businesses, agencies and/or other community-based entities have expressed strong support for the organization's work and planned grant activities. Letters of support and other supportive materials (newspapers articles, etc.) were included.
- Project/proposal falls under one or more of the following priorities: Agriculture, Youth Engagement, Broadband, Renewable Energy/Biomass Energy, Workforce Development/Entrepreneurship, and Health.
- Grant agreements: Awardees are required to execute a grant agreement.
- Record keeping: Grantees are required to record expenditures and file an interim and final report with the RMC.
- Sample grant agreements and reporting guidelines can be found at [rural.maryland.gov](http://rural.maryland.gov)

# Proposed Operational Budget

- Attachment A of the full grant application
- Use this sheet to show all project funds, all grant funds, and all matching funds, as well as all sources of these funds.

\*Note this sheet does not automatically calculate totals.

Attachment A: Proposed Operational Budget						
Use this sheet to show all project funds, all grant funds, and all matching funds, as well as all sources of these funds. Note this sheet does not automatically calculate totals.						
Use <b>Attachment B</b> to explain these amounts.						
Name of Applicant Organization: <input type="text"/>						
	MAERDAF Funds Requested	Federal, Local, Gov't	Business & Industry	Community College	Other (include other grants)	Total
A. Salaries & Wages	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
B. Fringe Benefits	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
C. Travel	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
D. Equipment	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
E. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
F. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
G. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>TOTAL DIRECT COSTS</b>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
H. Other Costs						
Materials & Supplies	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Pubs./Documentation	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Consultant Services	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Subcontracts	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other: <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other: <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other: <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>TOTAL OTHER COSTS</b>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<b>TOTAL Project Cost*</b>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

\*Total Project Cost should equal the sum of Direct Costs and Other Costs



# Line-Item Budget

- Attachment B of the full grant application
- Use this sheet to explain each amount in your Proposed Operating Budget (Attachment A).

Attachment B: Line Item Budget
Use this sheet to provide a narrative that explains each amount on your Proposed Operational Budget. (For instance, if your spreadsheet in Attachment A shows \$5,000 in travel from business/industry, explain where those funds came from, how they will be used, and what restrictions there are in using them, if any.) <b>Be concise but complete.</b> Use as much space as you need.
Name of Applicant Organization: <input type="text"/>
Line A: Salaries & Wages – <input type="text"/>
Line B: Fringe Benefits – <input type="text"/>
Line C: Travel – <input type="text"/>
Line D: Equipment – <input type="text"/>
Line E: <input type="text"/>
Line F: <input type="text"/>
Line G: <input type="text"/>
Line H: Other Costs – <input type="text"/>



Photos courtesy of LEAD Maryland, Maryland Association of Soil Conservation Districts, MAC, Inc., Asian American Center of Frederick, and Chesapeake Multicultural Resource Center

# MAERDAF FY 2017

- Garrett County Community Action Committee, \$19,160 enabling coaching services and career ladder opportunities
- Historic St. Mary's City Foundation, \$14,370 to construct a wooden, timber-frame pavilion with flexible enclosures to use as covered space
- Lifestyles of MD Foundation, \$9,368 to purchase web-based transportation dispatch software
- Frederick CTC FFA, \$14,370 for an agricultural entrepreneurship program
- LEAD Maryland, \$19,160 for Class IX seminars
- Maintaining Active Citizens, Inc., \$5,786 for therapeutic gardens and nutrition and cooking classes



Photo courtesy of Frederick CTC FFA

# MAERDAF FY 2018

- Chesapeake College Foundation, \$9,469.00 for tractor maintenance and OSHA compliance program
- End Hunger in Calvert County, \$7,500 for a Volunteer Maryland coordinator
- Farming 4 Hunger, \$27,000 for Agriculture Education/Workforce Investment Initiative
- Garrett County Memorial Hospital, \$25,000 for purchase of vehicle for Community Health Workers
- Hagerstown Community College, \$29,813.00 for environmental science program
- Historic Sotterley, \$27,580.96 for construction of wooden pavilion
- Maryland Forestry Foundation, \$25,140.00 for Mel Fellowship Program

# Requirements

- Projects must be regional (more than one county)
- Priority is given to projects with matching funds
- Letters of support are recommended
- Phase One Proposals are **due May 25, 2018**
- Projects must be completed within one year



# How to apply

- The online form is available here:
- The Application cannot be saved and completed later. Please prepare your information prior to starting the form.
- The following information is requested:
  - a. Organization Name, tax designation status, Federal Tax Identification Number, Mission Statement
  - Applicant Point of Contact Information, Project Point of Contact Information, Applicant and Project Organization Federal Tax Identification Number, tax designation status, website link.
  - Indication if organization is a past MAERDAF grantee, years if applicable.
  - Scope of Work (Maximum of 750 words): Overall need to be addressed; How MAERDAF funding will be used to meet that need; Number of individuals, businesses, communities, etc., served by MAERDAF grant; and Number of new partnerships that will be formed as a result of the grant.
  - Project Goals (Maximum of 750 words) describe what will be achieved as a result of this grant and how you intend to measure your success. Goals should be specific, measurable, achievable, realistic and time-bound.
  - Submitted Proposals will be notified June 25, 2018 of acceptance status. An invitation to submit a full application and materials will be provided to accepted proposal applicants.

# RMPIF Guidelines – Rural Regional Planning & Development Councils

- **Eligible Applicants:** Tri-County Council of Western Maryland, Tri-County Council of Southern Maryland, Upper Shore Regional Council, Mid-Shore Regional Council, Tri-County Council of the Lower Eastern Shore, and multicounty efforts serving rural communities in areas not served by the regional councils.
- **Purpose:** to provide grants specifically for projects and activities of the five regional planning and development councils and for other multi-county rural improvement efforts.
- **When:** Projects must be completed between August 1, 2018 – June 30, 2019
- **Grant Amounts:** Each regional council is eligible to receive up to \$411,133 in FY2019 for rural regional planning and development assistance, as well as applications received from a multi-county effort (Frederick, Carroll, Harford) in areas not served by an existing regional council.

# RMPIF Guidelines – Entrepreneurship Development



- **Eligible Applicants:** Applicants must be local government, institute of higher education, regional council, 501(c)(3) IRS tax designation or similar and serve a regional or statewide rural constituency. Community Colleges, Career Technology Centers, Regional Councils and Libraries are eligible applicants.
- **Purpose:** to promote entrepreneurship and assist efforts that provide training and technical assistance to the entrepreneurs who can help build prosperous and sustainable rural communities by creating jobs, raising incomes, creating wealth and improving quality of life.
- **When:** Projects must be completed between August 1, 2018 – June 30, 2019
- **Grant Amounts:** No maximum grant amount; \$ 1,027,833.00 allotted funds, Grant Review Board will optimally fund 6 entrepreneurial projects.



# RMPIF Guidelines – Entrepreneurship Development

- **Eligible Projects:** Proposals should be regional (two or more counties) or intergovernmental (meaning two units of government).
- **Eligible Expenditures:**
  - Salaries and Wages are allowable expenses, it is highly encouraged to include a statement on sustainability for future years;
  - Administrative costs including construction, leasing and renovation of buildings are eligible; should not exceed more than 25% of grant request;
  - Purchase or rental of vehicles;
  - Meals are allowable of costs are reasonable and justified;
  - Indirect administrative costs capped at 10%.
- **Ineligible Expenditures:**
  - Acquisition of land is ineligible;
- **Preferences:**
  - Must secure a minimum 2:1 or 50% cash match funds from non-state sources.
  - Federal funds are considered matching cash funds.

# RMPIF Guidelines – Infrastructure



- **Eligible Applicants:** Applicants must be local government, institute of higher education, regional council, 501(c)(3) IRS tax designation or similar and serve a regional or statewide rural constituency. Community Colleges, Career Technology Centers, Regional Councils and Libraries are eligible applicants.
- **Purpose:** to support projects that involve two or more units of government and are related to broadband, water, wastewater, transportation, workforce housing, and commercial/industrial facilities up to 25% of the total project costs. Workforce housing is defined as housing targeted to 80 to 120% of median income of the community in which employees work.
- **When:** Projects must be completed between August 1, 2018 – June 30, 2019
- **Grant Amounts:** No maximum grant amount; \$1,027,833.00 allotted funds, Grant Review Board will optimally fund 4 infrastructure projects.

# RMPIF Guidelines – Infrastructure

- **Eligible Projects:** Proposals should be intergovernmental (meaning two units of government).
- **Eligible Expenditures:**
  - Salaries and Wages are allowable expenses, it is highly encouraged to include a statement on sustainability for future years;
  - Construction and renovation of buildings are eligible;
  - Purchase or rental of vehicles is eligible;
  - Permitting costs are eligible expenses;
  - Indirect administrative costs capped at 10%.
- **Ineligible Expenditures:**
  - Acquisition of land is ineligible.
- **Preferences:**
  - **Must have secured over 75% matching funds from non-state sources.**
  - **A match is required for infrastructure projects.**
  - Federal funds are considered matching cash funds.

# RMPIF Guidelines – Health Care



- **Eligible Applicants:** Applicants must be local government, institute of higher education, regional council, 501(c)(3) IRS tax designation or similar and serve a regional or statewide rural constituency. Eligible applicants include federally qualified health centers, area health education centers, local health clinics and other rural-serving health organizations.
- **When:** Projects must be completed between August 1, 2018 – June 30, 2019
- **Grant Amounts:** No maximum grant amount; \$1,027,833.00 allotted funds, Grant Review Board will optimally fund up to 6 health care projects.
- **Eligible Projects:**
  - Programs that implement and measure components of the 2018 Maryland Rural Health Plan (<http://mdruralhealthplan.org/>)
  - Recruitment and retention of health care providers;
  - Improving access to health and medical/dental care;
  - Behavioral and mental health;
  - Chronic disease prevention and management;
  - Oral and dental health.

# RMPIF Guidelines – Health Care

- **Eligible Projects:** Proposals should be regional (two or more counties) or intergovernmental (meaning two units of government).
- **Eligible Expenditures:**
  - Salaries and Wages are allowable expenses, it is highly encouraged to include a statement on sustainability for future years;
  - Administrative costs including construction, leasing and renovation of buildings or purchase of equipment are eligible; should not exceed more than 25% of grant request;
  - Purchase or rental of vehicles;
  - Meals are allowable if costs are reasonable and justified;
  - Indirect administrative costs capped at 10%.
- **Ineligible Expenditures:**
  - Acquisition of land is ineligible.
- **Preferences:**
  - Applicants must secure a minimum 2:1 or 50% cash match funds from non-state sources.
  - Federal funds are considered matching cash funds.

# Ranking Criteria

- Basic Criteria: Applicant meets all basic eligibility requirements – it serves a regional (multi-county) or statewide rural constituency (or is a community college) and holds an appropriate IRS tax designation or is inter-governmental (meaning two units of government).
- Applicant has clearly identified a well substantiated need and developed a Scope of Work that clearly describes specific project activities and how a RMPIF grant will be used. Specific goals and measurable objectives were clearly stated and appear to be achievable.
- Proposal will significantly impact the quality of living in rural Maryland. Proposal demonstrates substantial value and lasting impact by providing information which includes relevant background research, opportunities for replication, and a statement of impact.
- Its Mission Statement is included and lends itself to the activities and goals addressed in the proposal. Goals are specific, measurable, achievable, realistic, and time-bound.

# Ranking Criteria (Continued)

- Applicants must secure a minimum 2:1 or 50% cash match funds from non-state sources. Federal funds are considered matching cash funds. A stronger cash match will result in a higher score on the grant evaluation, but is not required. RMPIF funds will not be released until proof of a match is submitted.
- Other organizations, businesses, agencies and/or other community-based entities have expressed strong support for the organization's work and planned grant activities. Letters of support and other supportive materials (newspapers articles, etc.) were included.
- Project/proposal falls under one or more of the following priorities: **rural regional planning councils, rural entrepreneurship development, rural infrastructure, and rural health care organizations**. Project clearly defines a designated benchmark and outcome associated with the Rural Maryland Prosperity Investment Fund.
- Grant agreements: Awardees are required to execute a grant agreement.
- Record keeping: Grantees are required to record expenditures and file an interim and final report with the RMC.
- Sample grant agreements and reporting guidelines can be found at [rural.maryland.gov](http://rural.maryland.gov)

# Sample RMPIF FY 2018 Projects

- Caroline County Health Department \$30,000 for opioid abuse training for EMS
- College of Southern Maryland Foundation/SBDC, \$20,000 for regional web-based information portal
- Eastern Shore Entrepreneurship Center, \$119,420 for F3 (Farm, Fish, Food) Tech Accelerator Program
- Tech Frederick, \$30,000 for video equipment for small business pitches
- Lower Shore Clinic, \$57,500.00 for salary for a Psychiatric Nurse Practitioner



# Sample RMPIF FY2018 Projects (con't)

- City of Crisfield \$125,000 for replacement for wastewater treatment system
- Garrett County Community Action \$90,000 for installation of NuBeam broadband for low-income families
- Kent County Economic Development \$200,000 for development of roads for Chestertown Business Campus
- Sudlersville Volunteer Fire Company \$48,655.00 for construction of public laundromat facility

# Deadlines for MAERDAF & RMPIF

- **Deadline for Phase One proposals: May 25, 2018**
- Notification: Applicants will be notified on **June 25, 2018**
- **Friday, July 27, 2018** - Full application due to RMC by 11:59pm.
- **Monday, August 13, 2018** – Grant Recipients announced



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